

CAPITAL PROJECTS ADVISORY REVIEW BOARD
Data Collection Subcommittee
“Get On It” Conference Room, Kilroy Building, SeaTac
April 7, 2006, 12:00 – 2:00 p.m.

Draft Minutes

Scribe: Nancy Deakins

CPARB Website: <http://www.ga.wa.gov/cparb/>

Initial if

Present	Name	Organization	Phone	e-mail
<i>Subcommittee Members</i>				
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	Rep. Kathy Haigh	State Representative – District 35	360-427-2028 (Shelton) 360-786-7966 (Olympia)	Haigh.kathy@leg.wa.gov
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	Steve Masse	Office of Financial Management	360-902-0576	Steve.Masse@OFM.WA.GOV
	Tom Peterson	Hoffman Construction	206-286-6697	Tom-peterson@hoffmancorp.com
<i>Other Attendees</i>				
ND	Nancy Deakins	General Administration	(360) 902-8161	deakink@dshs.wa.gov
KB	Karen Barrett	JLARC	(360) 586-5181	Karen.Barrett@leg.wa.gov
TG	Terrie Glave	General Administration	(360) 902-7220	tglave@ga.wa.gov

When to Collect Data/Frequency

- Critical that there is a Supplier Diversity plan
- Suggest collecting early and track/monitor progress
- National Standards are collected quarterly
- More often so, don't forget the information or have a project manager change
- At the end of construction
- Need at start of construction

- Performance
 - Decision makers need to know the information– when done
- JLARC not necessary for reauthorization GO/NOGO
 - But understand trends and market experience
 - Indicators would be used to ask questions about projects
- Prior to start of design, end of design and end of construction

What is the collection trying to achieve?

- Why do we like to use GC/CM?
- Different if we ask how to improve for future projects and if we are trying to compare projects

Surveys

- Consistent questions for methodology and for team members

Intent is not to compare two projects, but to look at trending

- Methodology and trend analysis
- This committee should convey this mission

Suggestions on Collection

Team Survey

- Claims
 - How quickly resolved?
 - Was a DRB used?
 - More questions on role of Dispute Resolution Board
 - Commissioning
 - Question needs to recognize commissioning agent can be contracted directly with the owner
 - Evaluator information on all
 - What about dimension of days to bid for response time/availability
 - More affect of changes during construction?
 - The national trend has been to ask the question:

Data Submittal (Consensus on these issues)

- Needs to be in legislation
- Register (before 30% design completion):
 - Name
 - Project Schedule (system sends email for the team)
 - Project Budget
 - Prime Contractor Selection and Contract Negotiated Price
 - Supplier Diversity Goals and Plan
- Survey all team members
- Collect on all
- Single questionnaire for all methods
 - Possibly pilot School Districts for sample data
- Fact Sheet and Opinion Survey
- Do not collect data for projects under \$5 million
 - Because we are looking at the process
 - Regardless of delivery method
 - Also, contingent on recommendation threshold

Not about success or failure but about improving methods

Subcommittee members committed to review and provide input on the survey questions.

